

ASBESTOS LICENSE APPLICATION INSTRUCTIONS

Board for Asbestos, Lead, and Home Inspectors

Please keep these instructions and a copy of all your completed asbestos license applications, forms, and training certificates for future reference.

Please note: Employees who conduct asbestos response actions/inspections, or prepare management plans or project designs for their employer, on property owned or leased by the employer, are exempt from Virginia asbestos licensure requirements; however, they still must meet all EPA training requirements.

- Carefully read the *Virginia Asbestos Licensing Regulations* prior to completing the application form.
- Print (using ink) or type all application forms.
- Current home addresses must be entered on all license applications. All correspondence and renewal cards will be mailed to this address.
- All items listed at the top of the **ASBESTOS LICENSE APPLICATION** must be properly completed and returned to the Department of Professional and Occupational Regulation at the address printed on the application. Incomplete forms and/or application packages (i.e., omitting required forms and training certificates) will delay the processing of the application.
- Inspector, Management Planner, Project Designer, and Project Monitor applicants must also include completed **EXPERIENCE AND EDUCATION FORMS** with their application package.
- Never use the Asbestos License Application to renew a license. Please refer to the *Virginia Asbestos Licensing Regulations* for information on license renewal.